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Responsibilities of Secretariat
Departments viz-a-viz Zilla Parishad
administration.

GOVERNMENT OF MAHARASHTRA,
General Administration Department,
Circular No. DDS-1063-D,
Sachivalaya, Bombay; 32 BR.,
Dated the 24th April 1963.

C I R C U L A R

Co-operation and Rural Development Department as the administrative Department for Democratic Decentralisation has been attending to various matters such as formation of administrative set-up for Zilla Parishads, transfer of schemes and works to the new bodies; elections of Panchayati Raj Institution and framing of rules under the provisions of the Act among other ancillary matters. In the initial stage all matters connected with the functions entrusted to Zilla Parishads were being dealt with in the Co-operation and Rural Development Department although the subjects fell within the purview of other administrative departments. These arrangements were continued until now because of the need to finalise certain matters within a short time at the disposal of Government. In the ultimate analysis each administrative department of Government is to be responsible for its respective subject matters whether functions relating to these have been transferred to the local sector or retained in the State Sector. Now that all the necessary preliminary arrangements for implementation of the scheme of Democratic Decentralisation have been completed and most of the major problems decided in that connection, Government feels that time has now come to restore normal working at the Secretariat level vis-a-vis Zilla Parishad Administration. Government is accordingly pleased to direct that the administrative departments concerned will assume full responsibility in matters connected with Zilla Parishads which fall within ^{their} purview. It is further directed particularly as follows :-

- (1) Each Department should deal with matters relating to its subjects including matters connected with implementation of development schemes transferred to Zilla Parishads, regulation of funds for such schemes and administrative organisation, staff etc. for such works and schemes.
- (2) The postings of Class II Officers under Zilla Parishads including transfers of these officers from one Zilla Parishad to another should be attended to by the respective Heads of Departments, where they have the powers ^{/to} do so in consultation with the Chief Executive Officers concerned or Commissioners. Where such postings and transfers of Class II Officers are done at Secretariat level and in cases of postings and transfers of Class I Officers posted under Zilla Parishads these should however, be done in consultation

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with Co-operation and Rural Development Department at the appropriated level.

- (3) The Chief Executive Officers and the Government Departments concerned should correspond with each other directly. In respect of general administration matters and matters involving policies the correspondence may be made through the Divisional Commissioners.
- (4) Legislative Assembly Questions, Cut Motions, Resolutions, ~~Non~~-Official Bills, etc. should be dealt with by the Administrative Department within whose purview the subject matter would fall.
- (5) In matters relating to Community Development Programme and interpretation of the provisions in the Maharashtra Zilla Parishad Panchayat Samitis Act, 1961 (in case of doubt) co-operation and Rural Development Department should be consulted.

By order and in the name of the Governor of Maharashtra,

Sd/-

N.T. MONE,
Chief Secretary to the Government of Maharashtra

To

All Commissioners,

All Heads of Departments,

All Chief Executive Officers,

All Departments of the Secretariat.